

Rollins College

## Rollins Scholarship Online

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Curriculum Committee Minutes

College of Liberal Arts Minutes and Reports

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9-10-2019

### Minutes, Curriculum Committee Meeting, Tuesday, September 10, 2019

Curriculum Committee

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## Curriculum Committee Meeting Agenda

**Date: September 10, 2019**

**Location: Chapel, Classroom 1**

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### Attendees:

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Martina Vidovic (Chair)    | <input checked="" type="checkbox"/> Rachel Simmons          | <input checked="" type="checkbox"/> Erik Kenyon |
| <input checked="" type="checkbox"/> Valerie Summet             | <input checked="" type="checkbox"/> Aaron Villanueva        | <input type="checkbox"/> Karla Knight           |
| <input type="checkbox"/> Brian Mosby                           |   | <input type="checkbox"/> Gabriel Barreneche     |
| <input checked="" type="checkbox"/> Kip Kiefer                 | <input checked="" type="checkbox"/> Emily Russell           | <input type="checkbox"/> Jennifer Cavanaugh     |
| <input checked="" type="checkbox"/> Caitlin Mohr               | <input checked="" type="checkbox"/> Mae Fitchett            | <input type="checkbox"/> Janette Smith          |
| <input type="checkbox"/> Patti McCall-Wright                   | <input checked="" type="checkbox"/> Stephanie Henning       |   |
| <input checked="" type="checkbox"/> Whitney Coyle (Secretary)  | <input checked="" type="checkbox"/> Toni Strollo (Holbrook) |   |
| <input checked="" type="checkbox"/> Brendaliz Santiago-Narvaez | <input checked="" type="checkbox"/> Tiffany Griffin         |   |
| <input checked="" type="checkbox"/> Steven Schoen              | <input checked="" type="checkbox"/> Steve Booker            |   |

### Agenda

#### 1. Approve minutes from the April 23, 2019 meeting

- a. Motion to approve minutes from April 23, 2019 (Moved: Kip, Second: Caitlin)
- b. DECISION: *APPROVED* (8-0-0)

#### 2. Sub-committee reports

- a. New course
  - i. Hurricane delay for first meeting
  - ii. Will be meeting next week
  - iii. Holt courses were approved over the summer (many revisions to courses based on new gen ed curriculum) ~10 proposals reviewed and approved
- b. Academic Appeals
  - i. No first meeting yet
- c. EC report
  - i. Art studio minor in holt was approved
- d. Registration
  - i. No first meeting yet
  - ii. Request to add committee membership (Current: Kip, Caitlin, Brendaliz)
  - iii. Will maybe ask EC to appoint a few more members? First - will wait to see how smaller committee works out
- e. SGA
  - i. No first meeting yet

#### 3. Old business

- a. Department of Modern languages name change (requested feedback from Toni and Dean Cavanaugh)
  - i. There may be voting issues (bylaws changes)
  - ii. The department should have reached out to Toni and Jenny to determine how to move forward. Toni might have to ask SACS about changing majors (names) and changes (to programs)

#### 4. New business

- a. Physics Advanced Placement Policy Change
  - i. Motion to approve Physics Advanced Placement Policy Change
  - ii. DECISION: *APPROVED* (9-0-0)
    - 1. Do we need departmental approval?? – yes, want to make sure the students are making an informed decision.
    - 2. Elective credit until department says otherwise (Valerie will ask Paul and Kassandra if they can add language to Bio and CHEM 120/121)
    - 3. Full campus discussion about AP/IB policy will come soon so other departments will wait to look over and revise
- b. Physics Major Map Course Renumbering
  - i. Motion to approve Physics Major Map Course Renumbering (Moved: Kip, Second: Valerie)
    - 1. Approved with flexibility of numbering opportunities, 400+
    - 2. Why 400 (comparing to 300, seminar should be highest, right)? Why not 496? PHY should check on this ...
    - 3. Spring only listed in catalogue for seminar (and consider how PHY can handle this for other courses that are offered on a rotating basis)
  - ii. DECISION: *APPROVED* (9-0-0)
- c. 2020-2021 CLA Academic Calendar
  - i. Motion to approve 2020-2021 CLA Academic Calendar
  - ii. DECISION: **TABLE to next week** *after Stephanie makes cosmetic changes and perhaps EC discusses* [[ see below #9 for EC issues]]
    - 1. Business as usual ... no big changes
    - 2. Three different proposals last year – where did these go?
      - a. If we were to move commencement, what would that do to the AY calendar – these conversations fizzled out.
      - b. Likely these conversations not continuing at this moment – logistically difficult
    - 3. Fall commencement conversation – will discuss next week, but for now no fall commencement will be held -- but they are planning to have some recognition for Dec. graduates, might include August grads (most walk in the following May).
    - 4. Should we postpone approval to force discussions? Likely too late to make changes to AY 20-21, but we could request 21-22 discussions to include changes that have been pushed for in the past. This will likely take a large and involved subcommittee to investigate logistics.
    - 5. We need to put into print – are cross-listed courses CLA students required to go to courses during break times (Fall break, etc.)?? Some say that if the course was cross-listed, no. If student signed up through Holt then they ARE required to be there...
      - a. Should there be a syllabus statement about this?

- b. Should students go Tuesday of Thanksgiving? Then add a week at the end of the Holt calendar (they are already different).
- 6. Spring breaks align with Orange and Seminole – **is this intentional?** Vast majority feel it should if possible.
- 7. Holt vs. CLA “final exams week” vs. last week of class – this is complicated and confusing to some
  - a. CLA last day noted, Holt last day noted separately
- 8. There will be three different calendars – Holt/CLA/Graduate
- 9. **Two issues to bring to EC (and possibly future subcommittee/task force?)**
  - a. Holt vs. CLA calendars not aligning (Fall break/Thanksgiving break. Spring start date), causing issues – can they align?
  - b. Mother’s Day Graduation - shift possible?
- 5. **Announcements**
  - a. Meet next week if business arises, discuss calendar and any other new business that may come to Martina
- 6. **Adjourn**